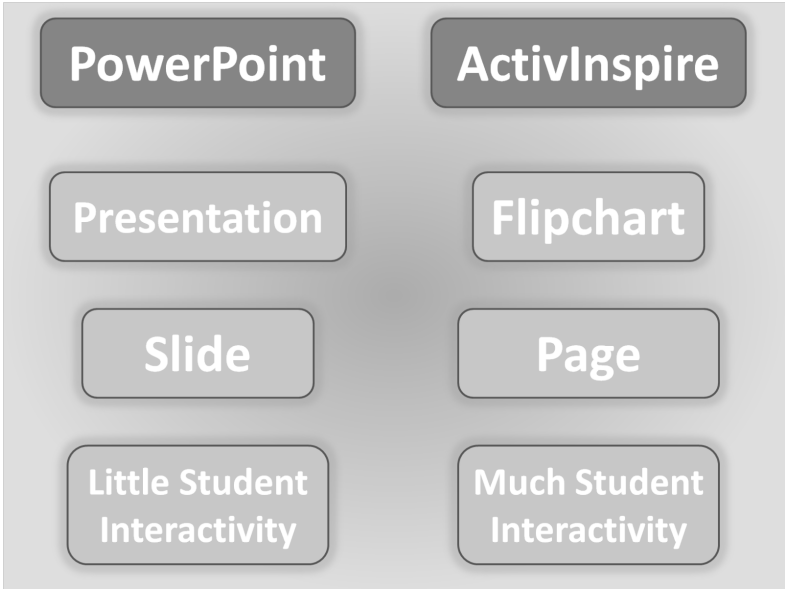
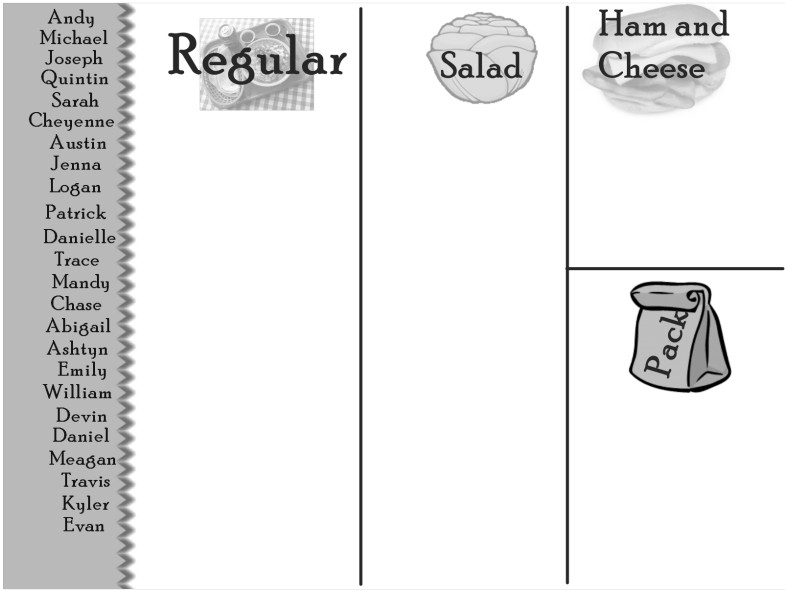




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Page 2



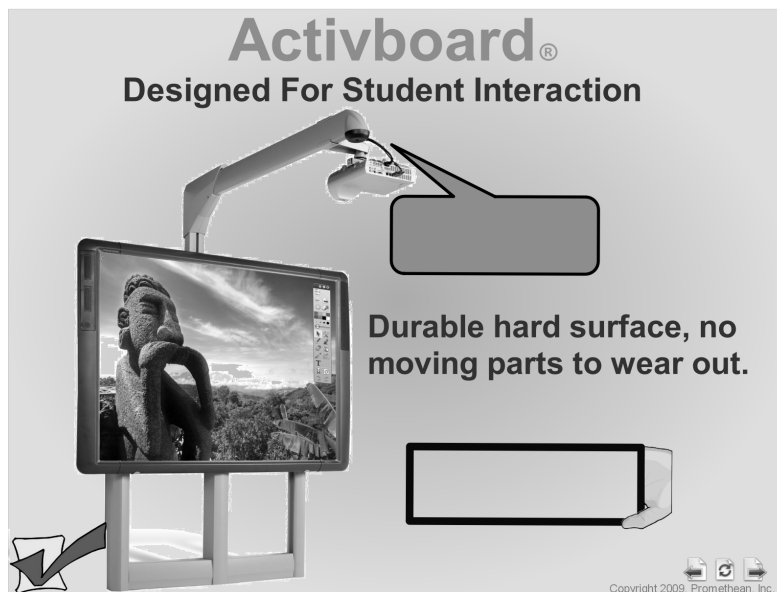
Page 3

Regular	Salad	Ham and Cheese
		Pack
Abigail Andy Ashtyn Austin Chase	Cheyenne Daniel Danielle Devin Emily	Evan Jenna Joseph Kyler Logan
Mandy Meagan Michael Patrick Quintin	Sarah Trace Travis William	

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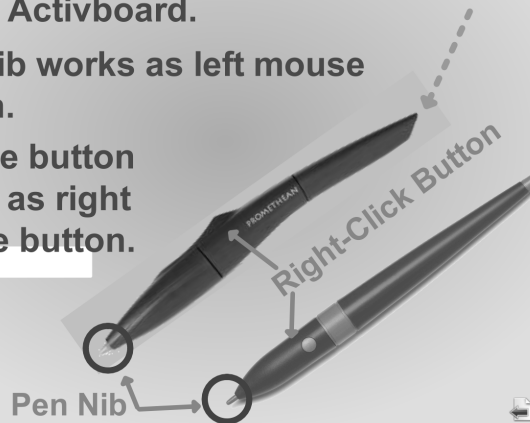
Page 5



Page 6

# Activpen

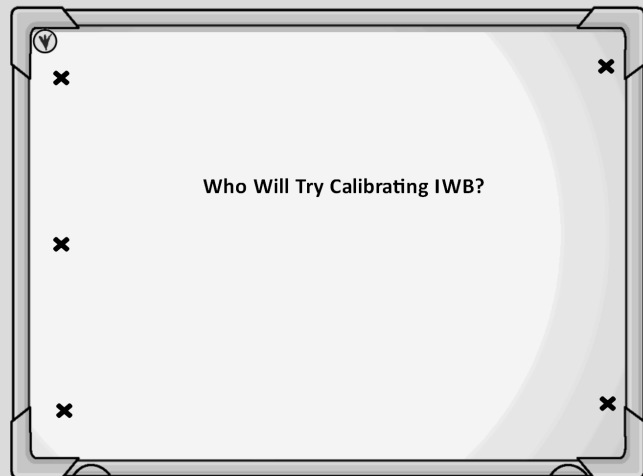
- Controls your computer as you draw on the Activboard.
- Pen Nib works as left mouse button.
- Orange button works as right mouse button.



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Page 7

## Calibrating is quick and easy



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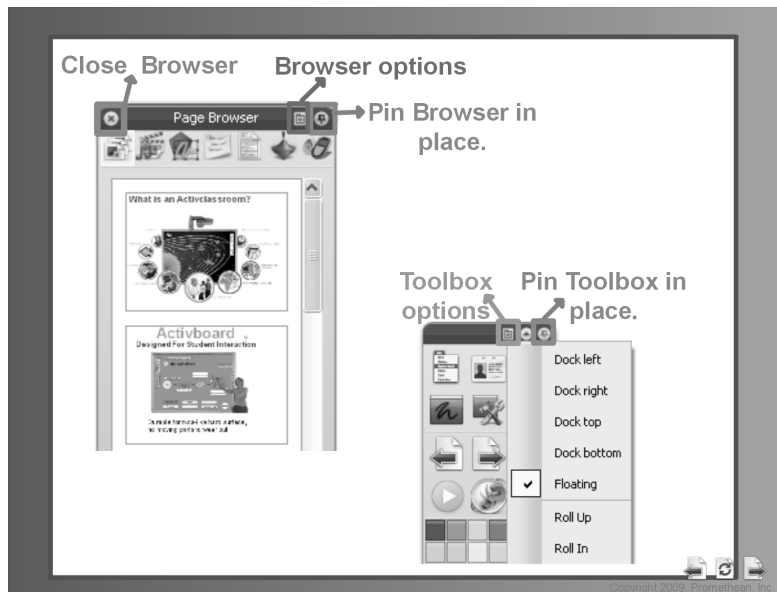
Page 8

## Open ActivInspire

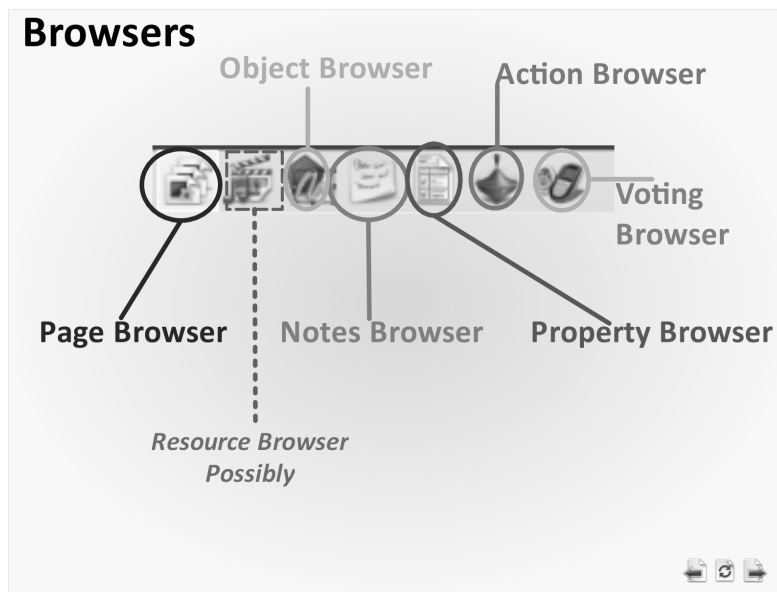


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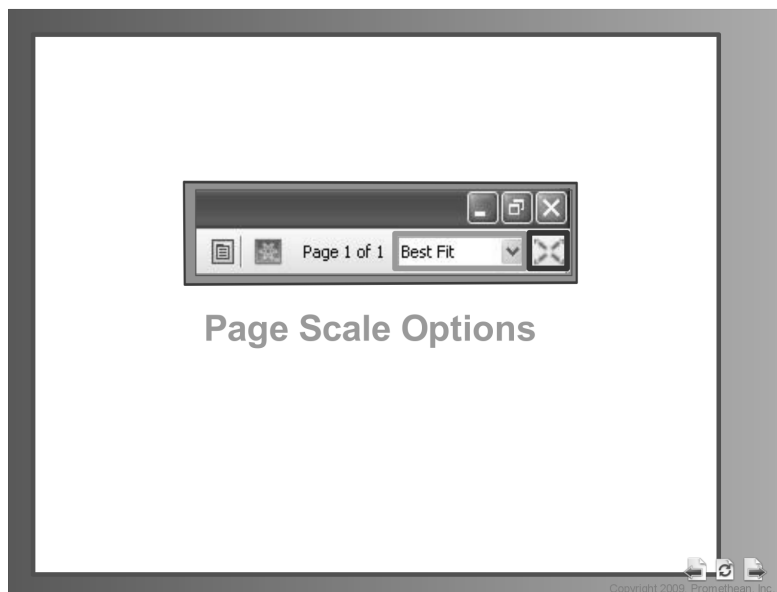
Page 9



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Page 12

## Using the Pen Tool

- Choose the **pen color** by clicking on a choice in the **color palette**.
- Change the pen width using the **preset widths** or using the **slider**.
- Write as you would with a regular pen.
- Objects created with the Pen Tool are called **Annotation Objects**.



Page 13

**PEN TOOL:** Match the beginnings and endings to make sentences.



The fish ●

● play.



The children ●

● swims.



The dog ●

● shines.



The sun ●

● sings.



The teacher ●

● barks.



The bird ●

● writes.



Who Will Come to Board?

Page 14

**PEN TOOL:** Select the pen tool and write/draw the following items.

Your first/last name \_\_\_\_\_

School in DASD at  
which you do most  
substituting \_\_\_\_\_

Draw a smiley face



Page 15

## Using the Highlighter Tool

- Choose the highlighter color by clicking on a choice in the color palette.
- Change the width using the preset widths or using the slider.
- Write as you would with a regular pen.
- Objects created with the Highlighter Tool are called Annotation Objects.



Page 16



**Highlighter:** Highlight the nouns in yellow and the adjectives in blue. Using the pen underline the words that have double vowels.

Goats removed from roof of high school Firefighters were called to a Connecticut high school for a goat removal.

Authorities say firefighters rescued four goats from an overhang above the entrance to Simsbury High School on Wednesday morning. They say the goats may have been placed there as a senior prank.

Principal Neil Sullivan says the goats were discovered by a custodian at about 5:30 a.m. No injuries were reported.

After being taken down, the pygmy goats were brought to Flamig Farm in West Simsbury. Officials are trying to find their rightful owner.

Sullivan says school officials are working with police to discover who put the goats on the overhang, but said they don't want to overreact to the incident.

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### Shape Tool

choose outline color and width

Choose fill color or no fill

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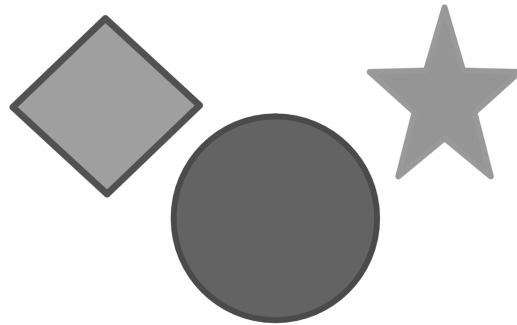
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Practice the Shape Tool: Draw three shapes using the shape tool



Page 19

## Edit Shape Points Tool



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Page 20

## Text Tool



Use the Text Tool type your first and last name



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Page 21

# Editing Text



- Click on the Textbox you wish to edit.
- From the Marquee Handles Toolbox, click on the .

**Edet this texte box so is corect?**

**Correct:**

**Edit this text box so it is correct?**



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Page 22

# Reposition Text

If a Textbox is not positioned or sized as you would like it:

- Click on the text to be repositioned.
- Drag out or Pull in using the Sizing Handles.

Amy and Mike  
went to the  
Double Dip Ice  
Cream Store.  
They each had  
\$5.00. Together  
they spent \$3.50  
on ice cream. How  
much did they  
have left over?



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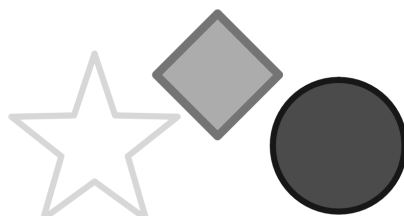
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## Use the Fill Tool to:

Change the color of words within a textbox.  
For instance we could change the color of  
the nouns in this textbox.

**Change the background color.**



Change the color of  
shapes and the nouns  
in the first paragraph  
on this flipchart page.



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## Practice the Text, Shape, and Fill Tools

### TEXT TOOL

Type the sentence: *Today is Monday, June 18.*  
Change the font, font size and color.

### SHAPE TOOL

Draw the following shapes: speech bubble and a smiley face. Change the fill color of the speech bubble. Make the smiley face yellow with black eyes and mouth.

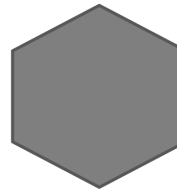


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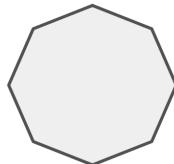
## Practice the Editing Text and Grouping Tools



Roundid Rextangle



Hexagone

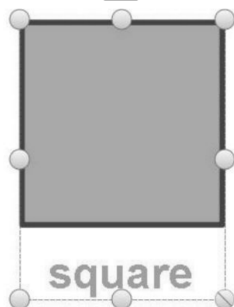


Octegon



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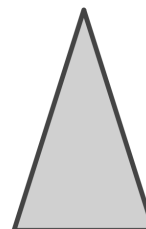
## Grouping Objects



CTRL click to select multiples



triangle  
square



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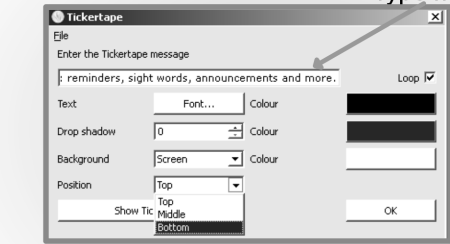
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# Tickertape



Create messages to scroll on screen

Type message here



Stop, start and set speed.



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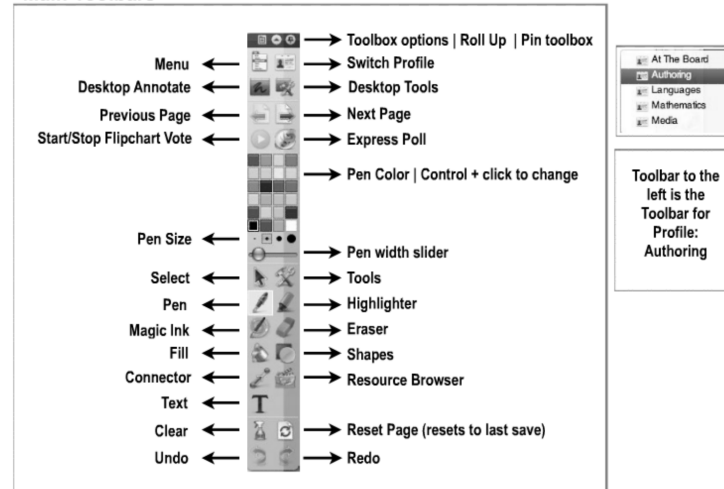
## Promethean Planet

<http://www.prometheanplanet.com/en/>

- Explore Promethean's Web Site
- Set up account on Promethean
- Look for flipcharts

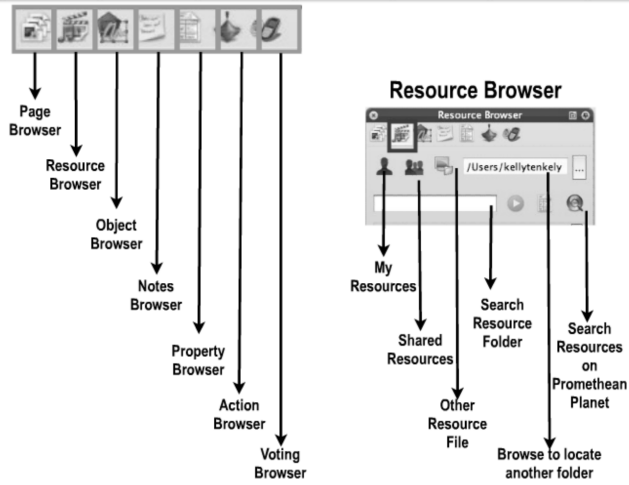
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### Main Toolbars

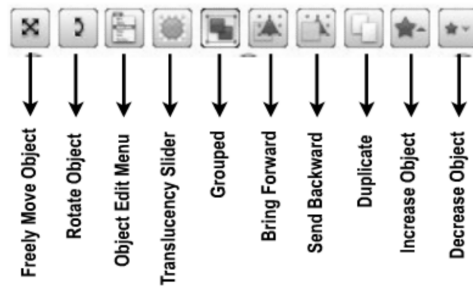


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## Browsers



Page 31



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**Note the "blue circle" as mouse is placed over "Welcome". This means there is an action that's been set to the object "Welcome." As a substitute teacher, if you use the regular teacher's flipcharts, some objects on a page may have an action to them. You need to click the object to have the action occur.**

**This page also has actions added to it.**

**This page also shows the comparisons between PowerPoint and ActivInspire.**

**The regular teacher "may" have students indicate their lunch with a page similar to this. The students drag their name to the correct spot, and then a count can be made. IMPORTANT: After lunch count is concluded, click the reset page button which is a white icon with a red circle arrow, and it's usually located on the right-hand side, but lower elementary may have it on bottom of screen.**

**This is same list of names as on page 3 of this flipchart; however, the names have been moved to the bottom, making it easier for earlier grades in accessing the names.**

**The regular teacher may have a video embedded, and if so, click the video image to have the video play. Or there may be a link out to the video, and if so, the teacher may need to provide a username and password for Discovery Education, if that's where the video is linked to.**

**Use the magic revealer to uncover the call out for the projector**

**NEVER, NEVER write on the Activboard with dry erase pens. You must always use the ActivPen with the boards.**

**ADM: Place mouse over dotted arrow**

**If the mouse and the click area do not align up, the boards need to be calibrated. Position the ActivPen perpendicular to the flame in the upper left of the board and click the X's when this image appears.**

**Normally, the view is set to "best fit" but there are other options.**

**Note: F5 will toggle the Fullscreen view.**

# Use the pen to match left/right columns.



Use the text box on this page to demonstrate how text can be edited at any time. Clicking on the text box will bring up the Marquee Handles Toolbar. It now displays an additional icon. Note the standard tools on the Marquee Handles remain the same, but that additional tools are automatically added based on the type of object(s) chosen.

Clicking on the Edit Text Icon will bring up the Text Formatting Toolbar and allow you to edit the text.

You can also click on the Text Tool and click on a textbox to open.

**Follow the page directions. Changing the background color will display additional text.**

**When an empty shape (the star) is filled, the fill is a separate object. Shapes created with a fill can have the fill color changed with the Fill Tool. They are a single object.**

**There are "intentional" typographical errors. Edit the text to correct.**

**Change the color of one or more of the shapes--both outline and interior**

**Align the descriptions with the symbol  
(Edit/Transform/Align)**

**Group the description and the object**

---

This page is to demonstrate grouping can be used to group various object types together. For instance, text, annotations and text.

Use the Select Tool to select all objects to be grouped, and then click on the Grouped Icon to group them together. Click on the box surrounding the grouping tool to show how the icon changes when the objects are grouped.

Demonstrate grouping and ungrouping the objects.

**It is recommended that when you find a flipchart at Promethean, that you select the option to download and open into ActivInspire. If you want to keep it, then click SAVE AS in ActivInspire. If you don't want to keep it, then click File/Close and don't save.**

**For your reference.**

**For your reference.**

**For your reference.**

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